

HISTORIC LANDMARKS COMMISSION

MAY 8, 2014



**THE REGULAR MEETING WILL BE HELD AT 9:00 A.M. IN
CITY COUNCIL CHAMBERS
SUFFOLK MUNICIPAL BUILDING**

**NOTE: IF YOU CANNOT ATTEND THIS MEETING, PLEASE CALL
THE DEPARTMENT OF PLANNING
BY 12:00 NOON, WEDNESDAY, May 7, 2014
514-4060**

**RANDY HICKS
CHAIRMAN**

**PREPARED BY THE CITY OF SUFFOLK
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT**

DIVISION OF PLANNING

AGENDA
Historic Landmarks Commission Meeting
Thursday, May 8, 2014
9:00 a.m.

- I. Call to Order: Chairman
- II. Roll Call
- III. Approval of the Minutes for the April 10, 2014
- IV. Public Hearing Items:
 - A. **REQUEST FOR CERTIFICATE OF APPROPRIATENESS HC-2014-12**, submitted by Thomas L. and Susan Woodward, Jr., applicant and property owner, for a change in materials for the repair or replacement of an existing wood porch floor and associated exterior renovations of an existing structure located at 227 N. Main Street. The property is further identified as Zoning Map 34G18 Block (A) Parcel(s) 68, Suffolk Voting Borough, and is zoned CBD (Central Business District), and HC (Historic Conservation Overlay District).
- V. New Business
 - Enforcement Update
 - Administrative Approvals
- VI. Adjournment



MINUTES
HISTORIC LANDMARKS COMMISSION

April 10, 2014

9:00 A.M.

The regular meeting of the Historic Landmarks Commission was held on Thursday, April 10, 2014, 9:00 a.m., in the Council Chambers of the Municipal Building, 441 Market Street, Suffolk, Virginia, with the following persons present:

MEMBERS PRESENT:

Walter Boyette
Susan Coley
Merritt Draper
Amy Elliott
John Faircloth
Randy Hicks, Chairman
Edward King
Geraldine Outterbridge
G. Stewart Tyler, Vice Chairman

STAFF:

Robert Goumas, Assistant Director of Planning
Karla Williams, Associate City Attorney
Shanda Davenport, Principal Planner
Thomas Jordan, Planner II
Jillian Scott, Office Assistant II

The meeting was called to order by Chairman Hicks. The roll was called by Mr. Goumas and the Chairman was informed that a quorum was present. The minutes of the previous meeting were approved as presented. The Chairman noted the time limits for public hearings are ten (10) minutes for proponents, fifteen (15) minutes for opponents, and five (5) minutes for rebuttal.

PUBLIC HEARINGS

REQUEST FOR CERTIFICATE OF APPROPRIATENESS HC-2014-09, submitted by **Andrew Damiani and Ralph Nahra**, for **Damiani and Nahra, LLC**, applicant and contract purchasers, for **Dean and Robin Smith**, property owner, for change in materials for exterior renovations including painting and the replacement of windows and doors and associated trim for a commercial structure(s) located at **104, 106, 108, and 110 N. Saratoga Street**. The affected property(s) are further identified as **Zoning Map 34G18, Block (A) Parcel(s) 313A, Suffolk Voting Borough**, and are zoned **CBD (Central Business District)**, and **HC (Historic Conservation Overlay District)**.

The first item of business was introduced by the Chairman, followed by a staff report by Shanda Davenport, Principal Planner. Ms. Davenport stated that the property under consideration is a series of four commercial buildings listed as 104 – 110 N. Saratoga Street. The buildings are at located at the intersection near W. Washington Street and North Saratoga Street in one of the extensions of Downtown Suffolk. Ms. Davenport stated that the applicant proposed to rehabilitate the buildings located at 104-110 North Saratoga Street by replacing storefront glazing and doors and painting the exterior of structures.

104 North Saratoga Street– This building is a modest structure building is a modest structure, located in a row, featuring a corbeled brick cornice and a wide sign band. It has a centered entry flanked by storefront windows. This building was constructed between 1926-1940 and is typical in design and form to other commercial buildings that were constructed in Suffolk during the first half of the 20th century. This building is constructed in a 7-course American bond.

106 North Saratoga Street– This building is a modest structure, located in a row, featuring a corbeled brick cornice and a wide sign band. It has a centered entry flanked by storefront

windows. This building was constructed between 1926-1940 and is typical in design and form to other commercial buildings that were constructed in Suffolk during the first half of the 20th century. This building is constructed in a 7-course American bond.

108 North Saratoga Street– This building is a modest structure, located in a row, featuring a corbeled brick cornice. This building was constructed between 1926-1940 and is typical in design and form to other commercial buildings that were constructed in Suffolk during the second quarter of the 20th century. This building is constructed in a stretcher bond.

110 North Saratoga Street– This building features a corbeled brick cornice and arched rowlock lintels above both the window and the door. There is a two-light transom over the entry. This building was constructed between 1926-1940 and is typical in design and form to other commercial buildings that were constructed in Suffolk during the first half of the 20th century. This building is constructed in a 7-course American bond.

The *2026 Comprehensive Plan* identifies the site as being in the Central Suburban/Urban Growth Area (Mixed Use Core District). The surrounding area is zoned CBD, Central Business District. Adjacent properties consist of mostly mercantile uses, typical of a downtown area. The properties are located in an overlay zone of Historic Conservation which governs modifications to the exterior of the structure. The properties run along the east side of North Saratoga Street. Ms. Davenport stated that the storefronts appear to be heavily modified and do not appear to be in the original configuration. However, no information regarding prior façade configuration exists. As such, it seems reasonable to allow minor

modifications with regard to material composition of the windows and doors to allow the minor renovation of these small mercantile shops and preserve the overall fabric of the streetscape. Continued use of the properties, serving to create a dynamic streetscape takes priority over concerns over authenticity of renovations since little to no record exists with regard to the historically accurate configuration of the buildings.

- A. Exterior Walls and Chimneys - All masonry should be thoroughly inspected and deteriorated mortar be repaired in accordance with NPS Preservation Brief No. 2. The existing painted brick portions of the buildings will be painted as in a combination of Sherwin-Williams, Red Miso (8383) and Monk's Cloth (8396).
- B. Windows - The applicant proposed to replace the aging storefront windows with new compatible storefront windows. The windows proposed for replacement are identified in the nominating materials as having been replaced and therefore not original to the structure. The retention of the storefront configuration furthers the retention of the historic mercantile character of the building.
- C. Exterior Doors - The mercantile doors will be replaced with aluminum-framed single-light doors, matching the proposed storefront. Several of the doors on the existing buildings do not appear to be in character with the nature of the buildings and the use of a full-light commercial door is appropriate in the Commercial Core.

Ms. Davenport stated that based on the findings-of-fact, staff recommended approval of HC-2014-09 with the following conditions:

1. Inspect masonry and repair deteriorated mortar in accordance with NPS Preservation Brief No. 2.
2. Repaint existing painted brick in a combination of Sherwin-Williams, Red Miso (8383) and Monk's Cloth (8396), or approved equal; unpainted brick to remain unpainted.
3. Doors/Windows: Install new storefront glazing and doors as shown on the attached architectural plans. Install new windows and doors as shown on the attached plans in reclaimed openings.
4. No additional exterior renovation to be undertaken without the issuance of a Certificate of Appropriateness.

The public hearing was opened.

There being no speakers in favor or in opposition, the public hearing was closed.

After discussion by the Commission, a motion was made by Commissioner Tyler to approve staff's recommendation. The motion was seconded by Commissioner Faircloth and approved by a recorded vote of 9-0.

New Business: Enforcement Update

Susan Dillard, (Planning & Community Development) gave an update on the enforcement actions taken by Community Development for the following properties:

208 Grace Street – property maintenance violation, continued until May 1, 2014

301 – 307 Bank Street - property maintenance violation, continued until June 5, 2014

101 S Saratoga Street - property maintenance violation, continued until July 3, 2014

Mr. Goumas informed the Commissioners that since November there had been a total of nine administrative approvals within the District.

Mrs. Karla Williams introduced a brief video presentation regarding the Freedom of Information Act and Conflict of Information Act. After the presentation, Mrs. Williams asked the Commissioners to sign the acknowledgement forms for the video training.

Mr. Goumas informed the Commissioners of City Council action of 212 Pearl Street, HC-2013-029, in which they modified the HLC decision to deny the applicant's request for a Certificate of Appropriateness.

There being no further business, the meeting was adjourned at 9:30 a.m.

HISTORIC LANDMARKS COMMISSION



April 10, 2014

Motion: Tyler
2nd: Faircloth
TO: Approve
Staff's
Recommendation

ATTENDANCE

HC-2014-09

VOTE: 9

COMMISSIONERS

PRESENT

ABSENT

YES

NO

Boyette, Walter

X

X

Coley, Susan M.

X

X

Draper, Merritt

X

X

Elliott, Amy

X

X

Faircloth, John

X

X

King, Edward L.

X

X

Outterbridge, Geraldine

X

X

Tyler, Stewart G.

X

X

Vice-Chairman

Hicks, Randy,

X

X

Chairman

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CITY OF SUFFOLK

441 MARKET STREET, POST OFFICE BOX 1858, SUFFOLK, VIRGINIA 23439-1858
PHONE: (757) 514-4060 FAX: (757) 514-4099

DEPARTMENT OF
PLANNING & COMMUNITY DEVELOPMENT

Division of Planning

To: Historic Landmarks Commission

From: Shanda H. Davenport, Principal Planner

Date: May 8, 2014

Subject: **REQUEST FOR CERTIFICATE OF APPROPRIATENESS HC-2014-12**, submitted by Thomas L. Woodward, Jr. and Susan Woodward, applicants and property owners, for a change in material for the repair or replacement of an existing wood porch floor and associated exterior renovations of an existing structure located at 227 N. Main Street. The property is further identified as Zoning Map 34G18 Block (A) Parcel 68, Suffolk Voting Borough, and is zoned CBD (Central Business District), and HC (Historic Conservation Overlay District).

STAFF REPORT

Overview of the Subject Property and Surrounding Area

The 1987 Historic District Nomination application recognizes this structure as both architecturally and historically significant. The dwelling is believed to have been the residence of John Granberry. It is a handsome Federal dwelling that was built in stages with the earliest section dating to c.1795 and subsequent additions made throughout the mid-century. This house has a substantial stepped double chimney on the north end and a raised basement kitchen ell on the south. The centerpiece of this building is the fine Federal porch with fluted Doric columns, engaged pilasters and simple fanlight. This roofline is typically Federal and with tall Georgian dormers which include cornice with dentils.

The property is located along North Main Street in the Historic Entry Corridor. The structure is sited directly adjacent to the sidewalk and helps to form the structure of the downtown area.

Case History

Two prior certificates of appropriateness have been issued for the structure at 227 North Main Street. In 2001, approval was granted for a roof replacement which involved a change in material (HC2001-26). An administrative approval, HC2012-03AD, was granted for the restoration of brick chimneys.

Proposed Action

The applicant is proposing to replace the flooring boards of the front porch with synthetic decking.

Public Notice

Public notice of this meeting was published in the newspaper and notices were mailed to adjacent property owners.

Applicable Regulations and Analysis

Unified Development Ordinance

Section 31-413, HC, Historic Conservation Overlay District

1. Section 31-413(a)(3), Purpose and Intent: The district is “designed to ensure that buildings shall be erected so as to be architecturally compatible with the historic landmark buildings or structures within the district.”
2. Section 31-413(g)(2) General Guidelines
 - A. The compatibility with the design standards and criteria as included in the City’s adopted Historic District Guidelines, *Historic District Design Guidelines for the City of Suffolk*.
 - B. The appropriateness of the general design geometry and proportions, structural arrangement, building materials, texture and color of the proposed building in relation to such factors as the compatibility with similar features of buildings or structures within the area circumscribed by the subject overlay district.
 - D. The extent to which the building will be harmonious with or architecturally incompatible with the historic buildings within the subject overlay district.
 - E. The compatibility of planned improvements and renovations with the architectural and historic quality, character, and scale of the historic buildings in the City of Suffolk.
 - G. The compatibility of the proposed building, structure, or appurtenant element with the Comprehensive Plan’s goals for historic preservation and architectural design review.

Suffolk Historic District Guidelines

Chapter 4, Section B. Policy Statement on Use of Substitute Exterior Materials

B.1 Background

In general, the original materials should, to the maximum extent possible, be maintained and preserved in place. When alterations are required, the original materials should remain unaltered to the greatest extent possible. When exterior materials must be replaced, due to deterioration or alterations, the physical dimensions, styles, and other qualities of the original materials should, to the maximum extent possible, be replicated to match the original as closely as possible. The Historic Landmarks Commission will review each request on a case-by case basis.

B.2 Synthetic Trim Materials

Synthetic trim materials for architectural embellishments, such as cornices, columns/ pilasters, balusters, or window/door trim, may be acceptable as replacements for the original trim materials if they match the dimensions and profiles of the original material. When used for other applications, synthetic materials other than historic materials which replicate the qualities of the original material may be acceptable as substitutes if the Historic Landmarks Commission determines that the substitute or synthetic material will produce the overall character, appearance, and performance of the original material.

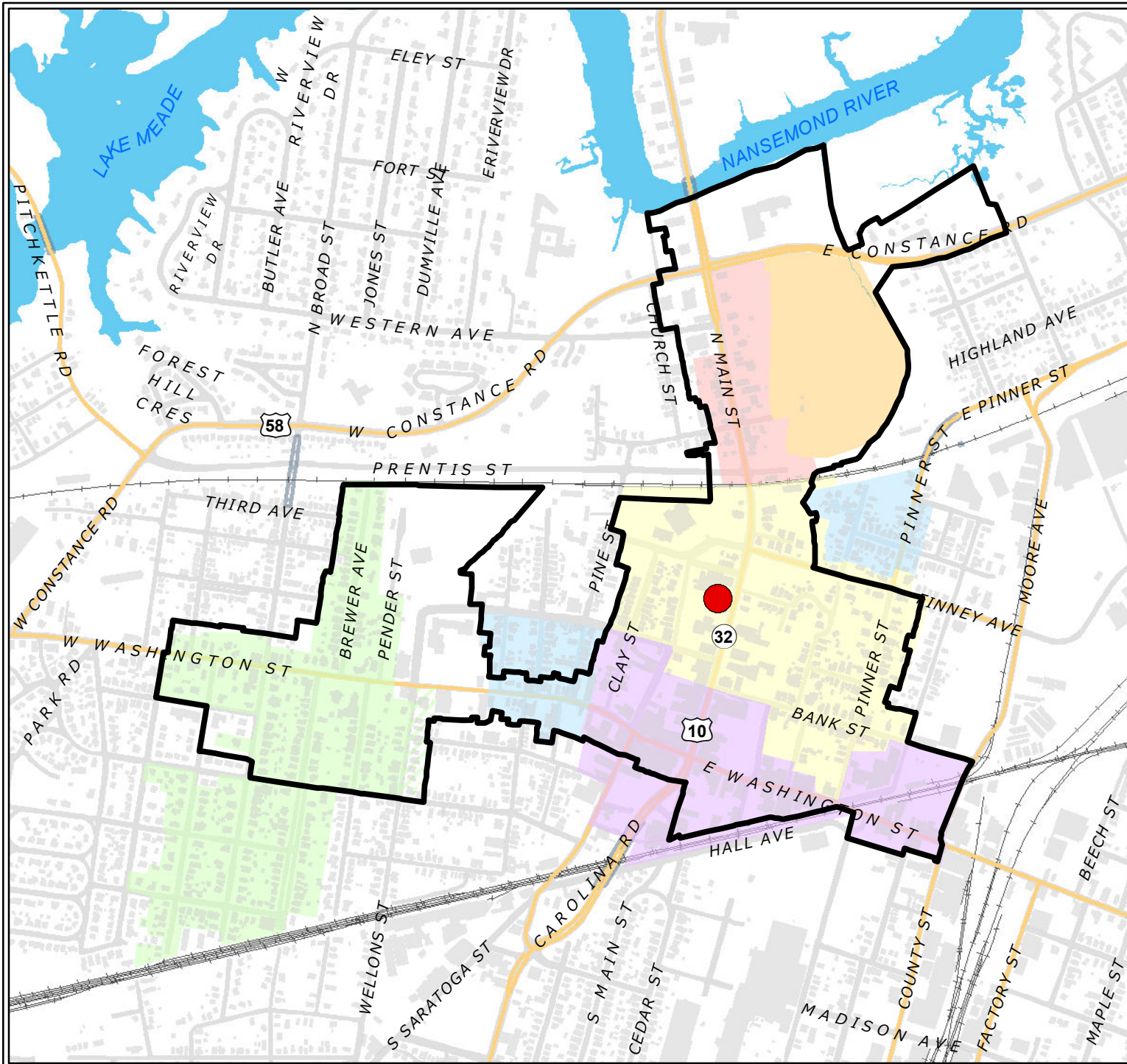
Staff Analysis

The requested change to the original structure is the replacement of the wooden porch decking with synthetic decking. The requested material is similar to decking used in other historic properties in the District. It is a tongue-and-groove 3-inch wide board which resembles dressed 5/4 board decking. The material is weathered grey in color and has a simulated face grain. No other elements of the porch are proposed to be replaced or modified. Given that the decking is a horizontal feature that is not easily seen from the street and that the Commission has approved the use of synthetic material for decking in the past, the use of this material should not be detrimental to the historic nature of the structure. A sample of the synthetic decking will be presented at the meeting for the Commission's review.

Summary and Recommendations

Based on the above findings-of-fact, staff recommends **approval** of HC-2014-12 with the following conditions:

1. Replace existing porch boards with 3" x 5/4" "Azek" porch boards.
2. No additional exterior renovation to be undertaken without the issuance of a Certificate of Appropriateness.



Suffolk

Historic & Cultural Overlay District & National Register Historic Districts

HC12-14

LEGEND

Suffolk Historic & Cultural Conservation Overlay

NATIONAL REGISTER HISTORIC DISTRICTS

- Original Suffolk District (1987)
- North Main Street Extension District (1998)
- East Washington Street District (2002)
- West End District (2004)
- West End District Expansion (2004)
- Suffolk District Expansion (2004)
- Cedar Hill Cemetery (2006)

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The City of Suffolk assumes no liability either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.

Parcel and Zoning information has been developed to provide a graphic representation of the Real Estate Property Tax Maps. The boundaries of any parcel may have been adjusted to provide a more visually pleasing presentation. User should refer to instrument of transfer (deed or plat) for legal boundary location and perimeter or area measurements.

Aerial Photography captured March 1999. A limited area of the City was re flown in March of 2001. The most up-to-date photography available was used to capture planimetric information.



1:12,000
1 inch = 1,000 feet

HC12-14 Zoning/Land Use Map





HC12-14

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HISTORIC CONSERVATION OVERLAY DISTRICT GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC-2014-00005AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 426 West Washington Street

Property Owner: Vernon & Theiss Rainey

Property Owner's 426 West Washington Street

Property Zoning Map Identification: 34G17(A)*21

Property Zoning: CBD, Central Business District and HC, Historic Conservation Overlay District

The following action/conditions are approved:

1. Wall signage may be installed per the attached exhibit.
2. All required permits shall be obtained from the Community Development Division.
3. Any additional exterior improvements shall require a Certificate of Appropriateness.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE APPLIED FOR AND GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed:

Patricia Southard
(Zoning Administrator)

Signed:

[Signature]
(HLC Secretary)

Date:

2/7/14

Date:

2/7/14



HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC-2014-011AD

**THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION
ON THE PREMISES**

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 217 Grace Street

Property Owner: JACSID, LLC c/o Monte Crowl

Property Owner's Address: 6540 Ferry Point Road, Suffolk, VA. 23432

Property Tax Map Identification: 34G18(A)*93

Property Zoning: RM, Residential Medium Density and HC, Historic Corridor Overlay

The following action/conditions are approved:

1. Installation of wood handrails at the front porch of each duplex unit.
2. The handrails shall be painted white or a selection from the approved historic district color palette matching the primary building's exterior wall color.
3. No further exterior improvements permitted without the issuance of a Certificate of Appropriateness.
4. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE APPLIED FOR AND GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed:

Patricia Southard
(Zoning Administrator)
Date: 4/4/14

Signed:

[Signature]
(HLC Secretary)
Date: 4/3/14



HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC-2014-13AD

**THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION
ON THE PREMISES**

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 201 Prentis Street

Property Owner: Back Bay Outdoors, LLC.

Property Owner's Address: P.O. Box 4228, Suffolk, VA. 23439-4228

Property Zoning Map Identification: 34G11(A)*89

Property Zoning: CBD, Central Business District and HC, Historic Conservation Overlay District

The following action/conditions are approved:

1. Installation of a three (3) sq. ft. non-illuminated building mounted hanging sign. The wood sign will utilize back and white colors for the background and recessed painted lettering.
2. The hanging sign shall be installed to provide a minimum clearance of 7.5' (measured to the base of the sign).
3. Any additional exterior improvements shall require a Certificate of Appropriateness.
4. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE APPLIED FOR AND GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Patricia Southard
(Zoning Administrator)

Date: 4/17/14

Signed: [Signature]
(HLC Secretary)

Date: 4/16/14



HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC-2014-14AD

**THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION
ON THE PREMISES**

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 117 Market Street

Property Owner: Market Street Associates, LLC

Property Owner's Address: 117 Market Street

Property Zoning Map Identification: 34G18(A)*326

Property Zoning: CBD, Central Business District and HC, Historic Conservation Overlay District

The following action/conditions are approved:

1. Approval of installation of three (3) wooden wall signs totaling 14.17 square feet on the east, west and north sides of the structure. Colors to be CW610 Stencil Square Wallpaper Blue and CW811 James Geddy Gray from the Pratt and Lambert Williamsburg colors in addition to white.
2. Any additional exterior improvements shall require a Certificate of Appropriateness.
3. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE APPLIED FOR AND GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Patricia Southard

(Zoning Administrator)

Date: 4/17/14

Signed: [Signature]

(HLC Secretary)

Date: 4/17/14